

CHARTER TOWNSHIP OF DELTA
Public Meeting Room A
Delta Township Administration Building
7710 West Saginaw Highway
Lansing MI 48917

**TOWNSHIP BOARD REGULAR MEETING MINUTES FOR
MONDAY, NOVEMBER 18, 2013**

I. CALL TO ORDER

II. OPENING CEREMONIES – Pledge of Allegiance

III. ROLL CALL

Members Present: Trustee Dennis Fedewa, Trustee Doug Kosinski, Clerk Mary Clark, Treasurer Howard Pizzo and Supervisor Kenneth Fletcher.

Members Absent: Trustee Karen Mojica and Trustee Jeff Hicks.

Others Present: Community Development Director Mark Graham, Township Planner Chris Gruba, Fire Chief John Clark, Lieutenant Jeff Campbell, Finance Director Jeff Anderson, Deputy Manager Jenny Roberts and Township Manager Richard Watkins.

TRUSTEE KOSINSKI MOVED TO EXCUSE TRUSTEES MOJICA AND HICKS.

TRUSTEE FEDEWA SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEES MOJICA AND HICKS ABSENT).

III. PRESENTATIONS AND PROCLAMATIONS

V. SET/ADJUST AGENDA

TREASURER PIZZO MOVED TO APPROVE THE AGENDA AS PRESENTED.

TRUSTEE FEDEWA SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEES HICKS AND MOJICA ABSENT).

VI. PUBLIC HEARINGS

VII. COMMUNICATIONS

VIII. PUBLIC COMMENTS FOR ITEMS NOT ON AGENDA (*maximum two minutes*)

Ryan Gray who resides at 1524 Marcy Avenue stated that he and his wife Stephanie are in attendance to speak about the 3 dog limit ordinance. Mr. Gray states that they own a Siberian Huskie dog sled team and due to a recent complaint, they learned that they will have to get rid of 5 of the 8 dogs.

Supervisor Fletcher noted that the ordinance doesn't afford latitude for owning more than 3 dogs and stated that there would have to be a change in the ordinance itself to allow for additional dogs, further stating that he is unsure there would be support amongst the Board to make that change.

IX. INTRODUCTION OF ORDINANCES

1. Introduction of Zoning Ordinance Amendments, Non-Conforming Uses, Buildings & Structures, Case No. 10-13-19.

TRUSTEE KOSINSKI MOVED THAT THE DELTA TOWNSHIP BOARD INTRODUCE AMENDMENTS TO THE DELTA TOWNSHIP ZONING ORDINANCE IDENTIFIED AS CASE NO. 10-13-19. THE PROPOSED AMENDMENTS PERTAIN TO NON-CONFORMING USES, BUILDINGS AND STRUCTURES. THE TOWNSHIP CLERK IS HEREBY DIRECTED TO ADVERTISE THIS INTRODUCTION IN LOCAL NEWSPAPERS. FINAL ACTION ON THE PROPOSED AMENDMENTS IS SCHEDULED FOR DECEMBER 2, 2013 BY THE TOWNSHIP BOARD.

TRUSTEE FEDEWA SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEES HICKS AND MOJICA ABSENT).

X. PASSAGE OF ORDINANCES

2. Adoption of Proposed Zoning Ordinance Amendments Pertaining to Pets, Livestock and Wild Animals.

Community Development Director Mark Graham stated that all information is contained in the packet and that the Planning Commission recommended denial of the text amendments as submitted by Nicole Shuiling who is present tonight. However, the Planning Commission did provide alternative language similar to that of the City of Midland for the Board's consideration.

CLERK CLARK MOVED THAT THE DELTA TOWNSHIP BOARD DENY THE ZONING ORDINANCE TEXT AMENDMENTS (CASE NO. 8-13-6) REQUESTED

BY NICOLE SCHUILING PERTAINING TO PETS, LIVESTOCK AND WILD ANIMALS FOR THE FOLLOWING REASONS:

1. THE PROPOSED TEXT AMENDMENTS AS WRITTEN WOULD CLASSIFY ALMOST ANY TYPE OF ANIMAL AS A COMPANION ANIMAL AND WOULD THEREFORE ALLOW A WIDE RANGE OF PETS WITHIN RESIDENTIAL ZONING DISTRICTS. THESE ANIMALS COULD HAVE CHARACTERISTICS WHICH WOULD NEGATIVELY IMPACT THE PEACE, HEALTH AND SAFETY OF RESIDENTIAL AREAS.

2. THE PROPOSED DEFINITIONS COULD BE DIFFICULT FOR THE PUBLIC TO INTERPRET AND THE ZONING ADMINISTRATOR TO ENFORCE.

TRUSTEE KOSINSKI SUPPORTED THE MOTION.

Trustee Fedewa asked what the intent of the Board was in regards to discussing the alternative after this vote. Supervisor Fletcher stated that a discussion can be had however will probably wait for the return of Trustees Hicks and Mojica.

Clerk Clark stated that she feels strongly about the commitment the Board made in its strategic plan in protecting and stabilizing neighborhoods and all of the work, money, time and public input that has gone into the comprehensive plan. Clerk Clark stated that she doesn't believe that it is good for the Township as a whole when the Township begins to deviate from that plan, and urges the Board to support the denial.

Trustee Kosinski while sympathetic to those who have spoken in opposition, stating that care must be taken about making this a referendum on whether or not someone wants a particular type of animal residing in their neighborhood, for example there are those who don't like cats or dogs. Trustee Kosinski stated that instead, he believes the intent of the ordinance is what needs to be focused on – which he believes is clear and why he will be supporting the proposed ordinance text amendments that the Planning Commission has made.

Trustee Fedewa asked for clarification regarding process. Supervisor Fletcher stated the motion before the board currently would deny the amendments as presented and follows the recommendation of the Planning Commission. Whether the Board would want to consider the proposal that came from the Planning Commission would have to be discussed by the Board separately and believes that the full Board should be present for that discussion.

ROLL CALL:

AYES: CLERK CLARK, TRUSTEE KOSINSKI, TREASURER PIZZO,
TRUSTEE FEDEWA AND SUPERVISOR FLETCHER.

ABSENT: TRUSTEE HICKS, TRUSTEE MOJICA

NAYS: NONE

THE MOTION PASSED 5-0 (TRUSTEES HICKS AND MOJICA ABSENT).

XI. CONSENT AGENDA –

TRUSTEE FEDEWA MOVED TO ADOPT THE CONSENT AGENDA AS
PRESENTED.

ROLL CALL:

AYES: TRUSTEE FEDEWA, TREASURER PIZZO, CLERK CLARK,
TRUSTEE KOSINSKI, AND SUPERVISOR FLETCHER.

NAYS: NONE

ABSENT: TRUSTEE HICKS, TRUSTEE MOJICA

TREASURER PIZZO SUPPORTED THE MOTION.

MOTION PASSED 5-0 (TRUSTEES HICKS AND MOJICA ABSENT).

3. Bills and Financial Transactions - \$2,415,830.57

Bond/Debt Payments

Investments

Payroll & Related 324,229.24

Refunds 11,366.20

Tax Distributions

Vendor Claims 789,552.43

Total \$ 2,415,830.57

TRUSTEE FEDEWA MOVED THAT THE BILLS & FINANCIAL TRANSACTIONS
BE APPROVED IN THE AMOUNT OF \$2,415,830.57.

TREASURER PIZZO SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEES HICKS AND MOJICA ABSENT).

4. Minutes

November 4, 2013 Regular Board Meeting Minutes
November 11, 2013 Committee of the Whole Meeting Minutes

TRUSTEE FEDEWA MOVED THAT THE NOVEMBER 4, 2013 REGULAR BOARD MEETING MINUTES AND THE NOVEMBER 11, 2013 COMMITTEE OF THE WHOLE MEETING MINUTES BE APPROVED AS SUBMITTED.

TREASURER PIZZO SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEES HICKS AND MOJICA ABSENT).

5. Full-Time Salary Schedule Adjustments

The Manager's Office recommends that the Township Board approve a 1% wage adjustment for current full-time employees and Manager Watkins.

TRUSTEE FEDEWA MOVED THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELTA APPROVE ADJUSTING THE CURRENT FULL-TIME 'SALARY SCHEDULE' WAGES BY 1% TO BE EFFECTIVE JANUARY 1, 2014, AND

"I FURTHER MOVE THE DELTA TOWNSHIP BOARD APPROVE A 1% WAGE ADJUSTMENT FOR THE TOWNSHIP MANAGER, RICHARD WATKINS, TO BE EFFECTIVE JANUARY 1, 2014.

TREASURER PIZZO SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEES HICKS AND MOJICA ABSENT).

6. Part-Time Salary Schedule Adjustments

The Manager's Office recommends that the Township Board approve a 1% wage adjustment for current part-time employees.

TRUSTEE FEDEWA MOVED THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELTA APPROVE ADJUSTING THE CURRENT PART-TIME 'SALARY SCHEDULE' WAGES BY 1% TO BE EFFECTIVE JANUARY 1, 2014, AND I FURTHER MOVE THE DELTA TOWNSHIP BOARD APPROVE A 1% WAGE ADJUSTMENT FOR THE

TOWNSHIP ASSESSOR TED DROSTE, TOWNSHIP ENGINEER GARY ARNOLD, AND THE SENIOR ACTIVITIES COORDINATOR TAMMY OPDYKE TO BE EFFECTIVE JANUARY 1, 2014."

TREASURER PIZZO SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEES HICKS AND MOJICA ABSENT).

7. Resolution to call for action by the Michigan Legislature and Governor to amend the Elliott-Larsen Civil Rights Act.

Trustee Fedewa recommends that the Township Board adopt the Resolution to call for action by the Michigan Legislature and Governor to amend the Elliott-Larsen Civil Rights Act.

TRUSTEE FEDEWA MOVED THAT THE TOWNSHIP BOARD ADOPT THE RESOLUTION TO CALL FOR ACTION BY THE MICHIGAN LEGISLATURE AND GOVERNOR TO AMEND THE ELLIOTT-LARSEN CIVIL RIGHTS ACT.

**CHARTER TOWNSHIP OF DELTA
EATON COUNTY, MICHIGAN
PROPOSED RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Delta, Eaton County, Michigan (the "Township"), held on November 18, 2013, at 6:00 o'clock p.m.:

PRESENT: Trustees R. Douglas Kosinski, Dennis Fedewa, Treasurer Howard Pizzo, Clerk Mary Clark and Supervisor Kenneth Fletcher.

ABSENT: Trustees Karen Mojica and Jeff Hicks

The following resolution was offered by Trustee Dennis Fedewa and seconded by Treasurer Howard Pizzo:

WHEREAS, it is the intent of the Charter Township of Delta that no person be denied equal protection of the laws; nor shall any person be denied the enjoyment of his or her civil or political rights or be discriminated against because of actual or perceived race, color, religion, national origin, sex, age, height, weight, marital status, physical or mental limitation, source of income, familial status, sexual orientation, or gender identity/expression. It is also the intent of the Township to preserve the rights of religious organizations granted to religious organizations by Michigan and Federal law; and

WHEREAS, the Michigan Constitution declares in Article 1, Section 1, "All power is inherent in the people. Government is instituted for their equal benefit, security and protection"; and

WHEREAS, the Michigan Constitution declares in Article 4, Section 1, “The Legislative power of the State of Michigan is vested in a Senate and House of Representatives”; and

WHEREAS, the Michigan Constitution declares in Article 4, Section 51, “The public health and general welfare of the people of the State are hereby declared to be matters of primary public concern. The Legislature shall pass suitable laws for the protection and promotion of the public health”; and

WHEREAS, the Michigan Elliott-Larsen Civil Rights Act, Act 453 of 1976, was enacted “...to define civil rights; to prohibit discriminatory practices, policies, and customs in the exercise of those rights based upon religion, race, color, national origin, age, sex, height, weight, familial status, or marital status; to preserve the confidentiality of records regarding arrest, detention, or other disposition in which a conviction does not result; to prescribe the powers and duties of the civil rights commission and the department of civil rights; to provide remedies and penalties; to provide for fees; and to repeal certain acts and parts of acts”; and

WHEREAS, the Michigan Elliott-Larsen Civil Rights Act, Act 453 of 1976, in fact does not prohibit ALL discriminatory practices, specifically as it relates to sexual orientation, general identity or expression; and

WHEREAS, the Michigan Constitution declares in Article 5, Section 1, “The executive power is vested in the Governor”; and

WHEREAS, the Michigan Constitution declares in Article 4, Section 33, “Every bill passed by the Legislature shall be presented to the Governor before it becomes law”; and

WHEREAS, the Delta Township Board has passed a local non-discrimination ordinance, as have twenty-eight other communities, due to lack of action by the Governor and Legislature.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Delta, Eaton County, Michigan, by copy of this resolution, unanimously calls for immediate action by the Michigan Legislature and Governor to introduce, adopt and enroll with immediate effect, legislation providing for protection against discrimination of all residents of this state by amending the Elliott-Larsen Civil Rights Act to include protection for physical or mental limitation, disability, source of income, familial status, educational association, sexual orientation, gender identity or expression.

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Delta is directed to submit a copy of this resolution to the office of the Governor, Senate Majority and Minority Leaders, House Speaker

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and Minority Leader. All prior resolutions and parts of resolutions insofar as they may be in conflict with this resolution are hereby rescinded.

AYES: Trustee Fedewa, Trustee Kosinski, Treasurer Pizzo, Clerk Clark and Supervisor Fletcher.

NAYS: None

ABSENT: Trustee Hicks, Trustee Mojica

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN }

} ss:

COUNTY OF EATON }

Mary R. Clark, Clerk

Charter Township of Delta

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Delta, Eaton County, Michigan, at a regular meeting held on October 21, 2013, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the Open Meetings Act.

Mary R. Clark, Clerk

Charter Township of Delta

TREASURER PIZZO SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEES HICKS AND MOJICA ABSENT).

XII. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

XIII. ITEMS ADDED TO AGENDA UNDER SECTION V. SET/ADJUST AGENDA

XIV. ITEMS OF BUSINESS

XV. MANAGER'S REPORT

- Manager Watkins stated that there was some minor wind damage in the Township due to the storm last night. There were some power lines down and trees in the road, however no flooding. The railing on the bridge of the pathway was damaged by a fallen tree. Multiple trees were down in Hunters Orchard over the trail.
- Manager Watkins stated that the Huntington Woods project is complete with some restoration to be completed in the spring and funds will be withheld until it is done.

There are still several items on the punch list to be addressed, however final payment will be withheld until complete.

- Manager Watkins stated that the Eaton County Board of Commissioners sub-committee that deals with the Sheriff's office contract has approved and submitted to the full Board a ten year extension of our current agreement.

XVI. COMMITTEE OF THE WHOLE

8. 2014 HealthCare Discussion

Finance Director Jeff Anderson stated that getting estimates from insurance carriers was delayed due to the implementation of the Affordable Care Act, however believes that they have a solid recommendation. The insurance committee consists of 10 employees representing each department.

The goals of that committee were to find a plan that works for the Township financially and is a plan with good coverage with hopefully no increase in out of pocket costs.

Director Anderson stated that the current plan is with PHP, a \$1,250/2,500 deductible. Employees are able to use a Health Savings Account to deposit funds tax free to help pay those deductible costs.

The committee worked with Tim Durso, the Township healthcare consultant who provided the costs associated with renewal of current plan, rates of similar plans from McClaren and BCBS.

BCBS provided rates for their HDP with a \$1,250/\$2,500 deductible plan at a 29% rate increase which is not feasible for the Township to pursue.

McClaren, for a similar HDP was at a 20% increase.

So the committee recommends staying with PHP. The renewal rates for PHP, a 9.5% premium increase, taxes and fees of 3.9% for a total increase of 13.4%. The committee wasn't satisfied with those numbers because it is over budget as well as substantially over the hard cap. The committee asked Tim to provide costs from multiple High Deductible Plan carriers as well as PHP.

The first option kept basically the same deductible, however over the hard cap, option 2 incorporates a new concept of the Township funding the difference in deductible into the employee HSA, which ended in being slightly above budget. Ultimately, the committee is recommending the following: Staying with PHP, \$2,000/\$4,000 deductible plan with the

Township funding the difference of the current deductible and the new one into the employee HSA. This equates to a contribution by the Township of \$750/\$1,500. With this plan, the Township realizes a 7.8% reduction in premium costs. When calculating the cost to the Township which includes the contribution to the employee HSA, the 3.9% taxes and fees, the Township comes in at over 4% under budget – in effect a 6.5% increase from the current year. This plan would also allow the Township to be within 1.4% of the hard cap in FY 2014 – which is where the Township currently is this fiscal year.

The committee believes that this plan is a benefit to the employees for the following reasons; currently after the deductible is met, there is still a copay on prescriptions of \$5/25/50 with a cap of \$5,000 out of pocket – under the proposed plan, after the deductible is met, there are no out of pocket expenses for prescriptions. The plan also incentivizes employees to be healthy because those HSA funds deposited and not used, roll over to the following year. Additionally, insurance dollars use is down because the carrier doesn't start issuing payment until the deductible is met, which may in turn lead to lower costs next year. Director Anderson stated that the type of coverage would be the same so there would be no learning curve.

Director Anderson stated that a couple of things that would change one being that those that take the insurance must have a HSA in order to receive the contribution from the Township. The FSA cannot be used for that purpose. The Township will still have the FSA, however it would be for dental and vision.

In regard to the retiree coverage of those over 65 would stay exactly the same as it is today. Retirees under 65 would have the same plan as the proposed employee plan.

Director Anderson states that in summary, he and the committee believe that it is a fiscally responsible plan and a good plan for the employees.

Clerk Clark clarified that the employees that do not currently have an HSA would need to open one in order to receive the contribution from the Township and asked if they were required to make future contributions. Director Anderson stated yes they would need to open an HSA at no cost to them, and would not be required to make contributions to it.

Trustee Kosinski asked if there were any consequences to the Township for making the contributions into the employee HSA or if it was just as if the Township gave the employee the \$1,500. Director Anderson stated that there is a difference between the two because the HSA contribution isn't

taxed and is not considered income, it also reduces the yearly contribution amount that the employee can make by the amount that is deposited by the Township. Director Anderson stated that the less premium that is paid, less taxes and fees paid. There are no taxes and fees on the contribution by the Township. Because the plan is a HDP, it reduces the premiums paid by the Township – which in turn lowers the actual taxes and fees paid – since those are based on the premiums.

Trustee Kosinski inquired as far as compliance with State Law which requires the hard cap or the 20% premium share whether the amount contributed to the HSA counts toward that amount. Director Anderson stated yes, and the Township is still 1.4% over the hard cap.

Director Anderson stated that the legislation did not address ACA taxes and fees. That he has met with the Treasury Department to get it written into legislation and should be signed this week by the Governor, along with the correction for the 2 person hard cap number which is abnormally low.

Trustee Kosinski asked if the Township currently contributes to any employee HSA and Director Anderson stated no.

Clerk Clark stated that 2013 is the first year that the Township has had a HDP and therefore the first time that the Township has offered HSA.

Trustee Kosinski asked whether the costs are out of pocket for the employee and then reimbursed out of the HSA and Director Anderson confirmed. Funds are available from the HSA by writing a check from the HSA, or pay with a card.

Trustee Fedewa asked whether the funds roll over and Director Anderson confirmed that they do and are the employees to use tax free for medical purposes until age 65, and at age 65 monies can be withdrawn for any purpose penalty free.

Trustee Fedewa asked if there was a cap for employee contributions to HSA, Director Anderson stated yes that \$6,500 per year is the cap. Flex spending has a cap of \$2,500 per year and the IRS rules just changed allowing the employer to either extend the FSA or allow a roll over.

Treasurer Pizzo thanked the committee members for their extensive work on the insurance committee and believes that it is to the Township's benefit to have a group of employees that are able to explain the insurance option to their co-workers.

9. Strategic Plan and Implementation Strategies

Manager Watkins stated that he has asked Deputy Manager Roberts to present the information. Deputy Manager presented the following report:

I. Economic Development

PROGRESS MADE:

1. Eighty-two retention and site visits have been completed thus far in 2013.
2. Acquisition of Safe Routes to Schools easements.
3. LEAP & Tri-County Regional Planning for 2013-2015 Economic Development Projects submitted by Staff for three water main projects, two sanitary sewer projects, four road projects, and one pathway project.
4. Thirty new businesses in Delta Township.
5. LLB Asian Market and Lansing Urgent Care received Community Enhancement awards at the 2013 Community Awards event.
6. Staff is currently working with several developers and realtors to develop a plan for the redevelopment of several sites along Saginaw Highway.
7. 87% occupancy rate along Saginaw Hwy from Elmwood to Waverly.

2014 GOALS:

1. Hire a consultant to review current codes and make recommendations – 2nd quarter.
2. Continue to expand database of businesses in commercial corridor.
3. Work with EDC to encourage beautification projects along Saginaw Highway.
4. Banners along Saginaw Highway; Possible new Welcome Sign location; Sprucing up the current welcome sign location; Revision of Sign Ordinance.

II. Community Identity/Involvement

PROGRESS MADE:

1. Proactive approach with Noxious Weeds. Sent letters, stopped by, made phone calls if notice properties were in violation rather than just waiting to receive a complaint.
 - Received 126 complaints, 91 came into compliance.
2. Purchased three speed signs to slow traffic in high volume/complaint areas of the Township and to provide data.
3. 2014 Budget includes \$125k for new sidewalks & pathways.
4. Implementation of Several Comprehensive Plan Action strategies:

Residential Growth & Development - Staff has presented a proactive approach program for Code Enforcement, which could begin to be implemented in second quarter of 2014.

Commercial Growth & Development – Address decline in commercial properties, staff had been doing frequent “sweeps” along W. Saginaw Highway and have taken down signs without the required permits.

- The Community Development Department is researching ways to regulate tent displays better. Mark Graham will present to the Board first quarter of 2014.
- July 1, 2013 Mark Graham gave reports pertaining to Downtown Development Authorities, the Corridor Improvement Authority Act and the Commercial Rehabilitation Act noting their possible applicability to the West Saginaw corridor.

Public Services & Facilities – 2013 saw a big water main replacement project in the Huntington Acres Subdivision. The project also included new sidewalks & drainage as well

- Board adopted a new Municipal Utility Standards
- The 2014-2019 Capital Improvements Program was acknowledged by the Twp. Board on September 3, 2013.

Transportation –

- The Transportation Committee has reviewed draft Ordinance of Complete Streets and has recommended it be forwarded to the entire Board at their December 9, 2013 meeting for review and then adoption.
- 1/3 mile in length of pathway was built between Elmwood Rd. & Maycroft. 2013 was year two of the Township’s five-year Sidewalk Repair Program.

Environment & Sustainability –

- 130 pages Storm water Discharge Permit Application for Delta was submitted to the MDEQ. This was a requirement from MDEQ.
- Internal Sustainability Committee has reconvened and will continue to meet on a regular basis to discuss opportunities and progress in the following categories: Green Fleet, Recycling, Green Building

Utility Cost Savings –

- Replaced older florescent lighting in the Blower, Digester, and Maintenance buildings.
- Implemented three new data servers to new NAS servers that are very low power (wattage) consumption.
- Began implementing a larger water meter replacement program to phase out old inefficient meters.

Recycling Center – began accepting electronics in 2013.

Land Use Planning – The Township’s Noise Ordinance was reviewed by the Township Board on April 24, 2013.

- The Township Board sponsored zoning ordinance amendments to address concerns identified by the Twp. Attorney regarding non-conforming uses, buildings, and structures.
- The Township Board adopted amendments to the Vendor’s Ordinance on May 6, 2013.
- The Township Board adopted an ordinance on August 5, 2013, that prohibits “ancillary services” from the front setback area of businesses.

2014 GOALS:

1. 2014 Water main Replacement Project for the Claiborne Subdivision and portions of Michigan
2. Finalize and implement a pro-active code enforcement program – 2nd quarter
3. Recommending changes to the Noxious Weed Ordinance – 1st quarter
4. Recommending changes to the Sidewalk Ordinance for better enforcement capabilities – 1st quarter
5. Continue discussions with Eaton County to provide County services in Delta Township so residents do not have to drive to Charlotte - 1st quarter
6. Continue to improve recycling opportunities for Delta Township residents
7. Continue to purchase the most fuel efficient vehicles
8. Continue to look for ways to improve miles per gallon in current fleet of vehicles
9. Continue to work with Tri-County on an action plan for regional transit.
10. Recycling center will be open an additional 7 hours per week

Clerk Clark asked whether the changes being made to the Noxious Weed Ordinance would require a second publishing. Manager Watkins stated no, that the changes concern enforcement of the ordinance. Supervisor Fletcher asked whether the Township is required to publish in January, Clerk Clark stated that she will verify whether it is January or March.

Manager Watkins stated that in regard to the Eaton County discussions involve ascertaining from each department, what types of services our residents go there for, that the County might be able to provide at the Township office and providing the space for them to do it on a regular basis – such as 1 day a week.

III. Good Governance

PROGRESS MADE:

1. New website was launched in November 2013.
2. 2014 Balanced Budget was adopted on November 4, 2013.
3. 5,683 employee training hours thus far for 2013.
4. Staff has met with Eaton County and the City of Grand Ledge to explore ideas of more collaboration between the two entities.

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5. Held 2013 Employee Retreat.
6. New welcome packet complete and on the website – November 2013.
7. Implemented a process to allow PDF plans and permits to be submitted to our Community Development Department.
8. February 2013, hired a part-time intern to scan all of the Community Development projects.
9. Employees in the Building Division have been crossed trained to more efficiently assist customers at the counter and over the phone.
10. Remodel project in the Community Development Department will bring Engineering and Building Division employees together for better communication and more efficiency within the department.
11. Staff currently services most of the Township fleet in-house as well as the Eaton County Sheriff Department's fleet.
12. We have replaced six vehicles with more fuel efficient vehicles township-wide since 2010.
13. Held a joint board meeting with Waverly Community Schools Board and one with Grand Ledge Public Schools Board.
14. Restructured Administrative Staff in Fire Department.
15. Adoption of the Non-Discrimination Ordinance.

2014 GOALS:

1. Create a concise year-end report for dissemination – 2nd quarter.
2. 2014 Employee Retreat will be held February 17th.
3. Continue to have discussions with Grand Ledge Public Schools and Waverly Community Schools with regard to different opportunities for cooperation – on-going.
4. Create a business database for the website – 2nd quarter.
5. Continue to look for ways to improve services and communications to Delta Township residents.
6. Continue to notify residents through various means about upcoming projects, meetings and events.

Discussion ensued regarding the new website. Some feedback received has been that people like the maneuverability, the look of the site. There are various people that serve on the IT Committee from each department that have given input as well as represent what their department needs to have on the website.

Supervisor Fletcher asked about the feasibility of having an online complaint form. Manager Watkins stated that the Township had one previously however there were some problems with it and it was discontinued. Caution was voiced concerning management of those complaint forms, public visibility, validity etc. Deputy Manager Roberts stated that when used before it was not visible to the public and was a web based form that was sent via email. It was suggested

that perhaps the phrase customer satisfaction survey or similar would allow both a complaint and compliment. The Township Facebook page gets a lot of positive comments.

Treasurer Pizzo stated that the Delta Side Business is interested in having a business database/directory on the web and there is a fellow Board member, Ken Whiting whose specialty is making websites for business. He has expressed a willingness to brainstorm with Dave Marquette regarding the business database.

Trustee Fedewa reiterated the positive feedback others voiced about the website. That the welcome packet was very nice, however includes a lot of individualized/specialized material and felt that it would take diligence to ensure that information found on the website is up to date as it is a preferred method of obtaining information by many. Manager Watkins stated that changes have been made to accommodate those updates.

IV. Identity & Branding

PROGRESS MADE:

1. I AM DELTA campaign successfully kicked-off at the Community Awards event.
2. Decals, coffee cups, and some shirts have been printed to showcase "I AM DELTA"
3. Staff along with the EDC is working with MDOT and Lansing Board of Water & Light to obtain permission to place banners along Saginaw Highway.
4. Staff attended eleven ribbon cuttings, groundbreakings, grand openings and similar events.
5. Staff attends and provides reports at the monthly Lansing Chamber's Delta Government Relations Committee meetings and Delta Side Association meetings.

2014 GOALS:

1. Improve Welcome Sign and explore new location (spring of 2014).
2. 2014 Delta Side Community Expo will take place at the Lansing Mall on March 1st. J. Roberts is chairing the Expo again this year. Staff will pass out 'I AM DELTA' items.

Treasurer Pizzo stated that Delta Side is looking for speakers for its association meetings and that perhaps it would be a good venue for a Township representative to present information from the consultant study done on Corridor Market Strategy and believes it would be a good insight to business regarding the Township process, planning and background information.

V. Parks and Paths

PROGRESS MADE:

1. \$17,300 was raised for Fireworks
2. October 2013, Parks Commission adopted a Smoke-Free policy in Delta Township Parks.
3. Staff prioritized 2014-2017 Sidewalk Project list and will be taking a recommendation to the Board beginning of 2014.
4. Improved and expanded playground in Erickson Park.
5. Installed new bleachers.
6. Landscaped along property line.
7. Restrooms were painted and floors were stained in Delta Mills Park.
8. Upgraded restrooms in Sharp Park.
9. 1/3 mile pathway was installed from Elmwood to Maycroft Roads.
10. Installed two new benches.
11. Improved landscape at the Canal Road entrance.

2014 GOALS:

1. Provide Twp. Board with annual plan of implementation of the Non-Motorized Plan by end of first quarter in 2014.
2. Hire a consultant to determine opportunities for park development for Mt. Hope land – 2nd quarter.
3. Continue to explore opportunities for Grand Woods Park with the City of Lansing.
4. Continue to educate and create awareness of new smoke-free policy.
5. Negotiate with Waverly Schools for additional space to add family changing facility to the pool area.
6. Continue discussions with Our Savior Lutheran Church to add programming space.
7. Research and develop plan for connection from Delta Mills to Hunter's Orchard and Delta Mills to Hawk Meadows.
8. Expand trail extensions and waterfront access at Hunter's Orchard.

Clerk Clark noted appreciation of Director Kirkpatrick and the Parks Department's responsiveness after a resident complaint regarding the lack of landscape (9) compared to others on the pathway. The complainant and their neighbors are very appreciative of the beautification that has been done.

VI. Infrastructure

PROGRESS MADE:

1. The Fire Department will be seeking the Centers for Public Safety Accreditation.
2. The Fire Department along with the Region is participating in Blue Card training which will set the same standard of training for all department personnel in the region.

3. Lt. Campbell has implemented a new data collection program, which allows for better and more accurate data to enable better decision making.
4. Delta Township participated in a grant application with Tri-County to receive funding for a regional transportation study and implementation plan.
5. Eaton County Road Commission has been invited and attended Transportation Committee meetings.
6. The Radio Meter Reading System was completed in 2013.
7. An ADA Study was completed on the Administration building and Library building.
8. Delta Fire and the Sheriff's Department partnered to provide Hazardous Materials support to the Methamphetamine Enforcement Team throughout the County.

2014 GOALS:

1. Finalize contract renewal with the Eaton County Sheriff's Department – 1st quarter.
2. Finalize contract negotiations with the Fire Department Union.
3. Continue to keep an open-line of communication with the Eaton County Road Commission to discuss multi-modal transportation by meeting on a regular basis.
4. Recoat exterior of the Snow Road elevated tank.
5. Continue to collect better data in the Fire Department and Delta Patrol for more effective use in future decision making.

Clerk Clark asked Manager Watkins in the premise that the Township is having additional subdivision activity, concerning the Radio Meters (6) asked whether those meters are on commercial buildings as well. Manager Watkins confirmed that point as well as any new building will have the radio meter installed on it.

Treasurer Pizzo noted that in thinking about the Transportation Plan and the study that the Tri-County will be doing with the focus of public transportation, questioned whether there was a particular place within Marketplace that is being considered as a stop.

Treasurer Pizzo also noted that he and Director Anderson have been meeting with the local treasurers, which has been a great venue for sharing information and best practices. In regard to increased communications, Director Anderson has been using the monthly water bills as ways to share information as well as utilization of the Delta Magazine as well as educating residents about the type of reports and information that can be found on the website.

Trustee Fedewa notes that yearly there is great progress in the Township, short and long term goals are worked on collaboratively and while not suggesting that the above document be the document published on the website to outline those achievements and goals – but perhaps the “top ten” or a few from each category be highlighted to publicize what the Township is doing for its residents and businesses.

Trustee Kosinski noted that in talking with some neighbors on his Condo Board, that the Township might consider reserving some space on its website and assistance to different association (Condo, neighborhood and HOA's) that would allow 2 way

communication. If there were particular things going on in a section of the Township, residents could go to that area of the website to find out what is going on.

Trustee Fedewa agreed and said that the first steps would be to identify those active vs. dormant associations or whether there is a need for one.

Supervisor Fletcher stated that having a dedicated section on the website where information is updated, such as the recent Huntington Acres project is beneficial to residents.

Manager Watkins restated a previous comment that the Strategic Plan as the Board developed it, has made it much easier for the Township to prioritize its next actions and is appreciative of that work.

Supervisor Fletcher stated that the County Board of Commissioners is expected to make an appointment to the Eaton County Road Commission on Wednesday. A recommendation from the County Board of Commissioners is to appoint former Trustee Dorothy Maxwell be appointed to the Eaton County Road Commission and Darrell Tennis be removed from the Commission. The Township has voiced its desire to be represented on this Commission and that is, at least in part the reason for this anticipated appointment. While Supervisor Fletcher has wanted representation from Delta Township, stated that he feels Daryl Tennis has been quite helpful to the Township further stated that Mr. Tennis has worked collaboratively with Township staff on multiple issues.

Discussion ensued surrounding the impending removal of Darrell Tennis as well as whether the Township Board was consulted as to the removal of Mr. Tennis and appointment of Ms. Maxwell. That given Mr. Tennis' excellent service to Delta Township as the Chair of the Eaton County Road Commission, whether the Board would want to make its position known prior to the appointment this Wednesday. Supervisor Fletcher stated that since there is no formal resolution before the Board that there doesn't appear to be enough time to do so.

XVII. PUBLIC COMMENTS –

Ryan and Stephanie Gray residing at 1524 Marcy, again spoke regarding the 3 dog limit ordinance. That their dogs are used for dog sledding, there have never been any complaints except this one from a disgruntled family member. Their lot is zoned low density residential.

Discussion ensued amongst the Board and though sympathies were shared, Supervisor Fletcher stated that he cannot find a way to grant an exception, that a kennel license cannot be issued. There is no interest among the Board to change the ordinance.

XVIII. ADJOURNMENT

Supervisor Fletcher adjourned the meeting at 7:33 p.m.

CHARTER TOWNSHIP OF DELTA

KENNETH FLETCHER, SUPERVISOR

MARY CLARK, CLERK

/kt
M:\Regular Board Meeting\BD\MIN\November 18, 2013
Minutes Approved: